

# Registered Design Professional in Responsible Charge Letterhead

[Date]

[Owner]

[Owner address 1]

[Owner address 2]

[CSZ]

## Determination of Required Special Inspections

Project: [Project Name]  
[Project Address]  
San Antonio, Texas

Section 1704 of the *International Building Code*, as amended by the City of San Antonio, has been reviewed. A list of required special inspections for this project is provided as follows:

IBC Section	Special Inspections	Applicable	Not Applicable	Qualifications of Special Inspector & Frequency of Inspection
1704.2	Inspection of Fabricators	<input type="checkbox"/>	<input type="checkbox"/>	
1704.3	Steel Construction	<input type="checkbox"/>	<input type="checkbox"/>	
1704.4	Concrete Construction	<input type="checkbox"/>	<input type="checkbox"/>	
1704.5	Masonry Construction	<input type="checkbox"/>	<input type="checkbox"/>	
1704.6	Wood Construction	<input type="checkbox"/>	<input type="checkbox"/>	
1704.7	Soils	<input type="checkbox"/>	<input type="checkbox"/>	
1704.8	Pile Foundations	<input type="checkbox"/>	<input type="checkbox"/>	
1704.9	Pier Foundations	<input type="checkbox"/>	<input type="checkbox"/>	
1704.10	Wall Panels and Veneers	<input type="checkbox"/>	<input type="checkbox"/>	
1704.11	Sprayed Fire-Resistant Materials	<input type="checkbox"/>	<input type="checkbox"/>	
1704.12	Exterior Insulation & Finish Systems (EIFS)	<input type="checkbox"/>	<input type="checkbox"/>	
1704.13	Special Cases (Unusual in Nature)	<input type="checkbox"/>	<input type="checkbox"/>	
1704.14	Smoke Control Systems	<input type="checkbox"/>	<input type="checkbox"/>	

[In the column above, entitled: "Qualifications of Special Inspector & Frequency of Inspection", refer to the location that these requirements can be found (if applicable); e.g., See Structural Drawings, See Architectural Drawings, See Mechanical Drawings, See Specification Section 8001, etc.]

At the completion of construction, a final report written by the Registered Design Professional in Responsible Charge that documents all of the special inspections required will be submitted to the building official, via the Owner. It is our understanding that a Certificate of Occupancy will not be issued by the City of San Antonio until this final report is received, indicating that there are no remaining deficiencies.

Respectfully,

[RDPiRC Firm Name]

[Signature of RDPiRC]

[Name of Registered Design Professional in Responsible Charge]

cc: General Contractor

[RDPiRC Seal]